

Subject: FW: Requesting a W-9 Form
From: Amy Mendonca <AMendonca@ccala.org>
Date: 01/30/2017 11:24 AM
To: Joan Noble <JNoble@downtownla.com>

From: Dawn Alexander [mailto:beverly.dawn@gmail.com]
Sent: Monday, January 30, 2017 11:23 AM
To: Jenna Hawes <jennahawes@gmail.com>
Cc: Amy Mendonca <AMendonca@ccala.org>
Subject: Re: Requesting a W-9 Form

Hello Amy, as jenna mentioned I did not receive a request for a w9 and her and I both worked the Halloween event. Can you please send us what info you hand and need as far as paperwork and the total amount per individual, myself and Jenna are being requested to submit. Thank you!

Sincerely,
Dawn B Alexander

On Jan 30, 2017, at 10:51 AM, Jenna Hawes <jennahawes@gmail.com> wrote:

Also,

Dawn Alexander is my business partner and we both worked the event for DCBID- she has yet to get an email from you. We are curious to know if she needs to fill out a w9 as well, or if the whole payment was made to just me, Jenna? We each received a check in our individual names for the work we did.

Let me know,

Thanks!

Jenna

On Mon, Jan 30, 2017 at 10:46 AM Amy Mendonca <AMendonca@ccala.org> wrote:

Hello,

Thank you. That will be fine. Please send the completed W-9 to

jnoble@downtownla.com

Amy Mendonca

From: Jenna Hawes [mailto:jennahawes@gmail.com]

Sent: Monday, January 30, 2017 10:44 AM

To: Amy Mendonca <AMendonca@ccala.org>

Subject: Re: FW: Requesting a W-9 Form

Hello,

Sorry for the delay... I won't be able to get it to you just now- i am not in the office. I will be later this afternoon. Hope this works.

Jenna

On Mon, Jan 30, 2017 at 10:41 AM Amy Mendonca <AMendonca@ccala.org> wrote:

Hello Ms. Hawes,

We desperately need the W-9 today. Please fill it out, and send it back asap. If you have any questions, you can reach me at (213)

416-7519.

Amy Mendonca

From: Amy Mendonca

Sent: Friday, January 27, 2017 11:07 AM

To: 'jennahawes@gmail.com' <jennahawes@gmail.com>

Subject: Requesting a W-9 Form

Dear Ms. Hawes,

My name is Amy Mendonca, and I am contacting you on behalf of the Downtown Center Business Improvement District. We worked with you this year and we would like to request a W-9

form for our taxes. Please send the completed W-9 to Joan Noble

at jnoble@downtownla.com. Thank you, and have a wonderful day.

Amy

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Amy Mendonca

 cid:image001

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